


To: All IQC TASC3 (GLOBAL HEATH) Contractors

From: 
Gail Warshaw, Contracting Officer
Office of Acquisition and Assistance
USAID/South Africa

Date: September 11, 2007

Subject: Modification 2 to RFTOP 674-07-012 (TASC3)

The purpose of this modification is to change the electronic submission address from lbuckley@usaid.gov to mzhou@usaid.gov and to provide responses to the questions received under the subject RFTOP.

Accordingly, the RFTOP is amended as follows:

Q.1. The instructions found on the USAID/ South Africa cover letter of August 24 2007, states "1. Identify the person occupying the position." Please confirm which position this refers to and do these instructions in any manner contradict instructions provided within the RFTOP. In addition, please also clarify instructions, #2, #3 and #4 found also on the cover letter. It is assumed these four instructions apply only to the Project Director position. Please confirm this is correct.

A. The instructions refer to all key personnel positions to include the Project Director and all core staff as per the RFTOP.

Q.2. USAID encourages that the organizational chart be included as an Annex in the Technical Proposal (RFTOP page 23). Please confirm that all annexes in the technical proposal will be considered as part of the evaluation process and information presented in these annexes will be compared against the standards set forth in the evaluation criteria for award.

A. It is true that all annexes in the technical proposal will be considered as part of the evaluation process and information presented in these annexes will be compared against the standards set forth in the evaluation criteria for award.

Q.3. Gathering project based past performance information for proposed subcontractors is an enormous task, especially given the short response time. In lieu of this information, please confirm providing an external individual reference (name, title, external organization/donor, contact information) who can speak to each subcontractor's institutional-wide performance would meet the USAID's requirements.

A. Past performance information for proposed subcontractors is required as part of the proposal, as described in Section "d" in the "Instructions for Proposal Presentation."

Q.4. Please confirm that the successful contractor and its associated subcontractors will NOT be excluded from competing or submitting proposals under other OGAC or PEPFAR funded vehicles and will be considered for future OGAC and PEPFAR funded awards. Please also

confirm that no restrictions related to US Government and other public funding sources will be applied to the successful contractor or its subcontracting organizations as result of this award.

A. It is correct that the successful contractor and its associated subcontractors will NOT be excluded from submitting proposals under other OGAC or PEPFAR funded vehicles and will be considered for future OGAC and PEPFAR funded awards, unless such other awards would present conflict of interest issues.

Q.5.USAID/South Africa's email of Friday, August 24, 2007 8:56 AM noted that "electronic submission is acceptable". Please confirm that RFTOP instructions found at the top of page 22 that states "... One original and seven hard copies of the technical proposal... " [and]... "one original and one hard copy of the cost proposal" can be ignored and struck from the RFTOP instructions.

A. Electronic submission of the technical and costs proposals are required by the submission date (September 21, 2007) and hard copies should follow. Hard copies of the technical and cost proposals should be sent by mail to USAID South Africa, and should be postmarked by September 24, 2007 (to account for printing time after submission of the electronic version); the mailing should include seven hard copies of the technical proposal and one hard copy of the cost proposal.

Q.6. If original and hard copy documents are required, please provide detail instructions for internal express delivery or hand delivery, courier. Please note DHL does not accept PO Box addresses as sufficient delivery instructions. Please clarify if any additional steps are required for security or screening steps for hand-delivery, courier service.

A. Hard copies as follow-up to be delivered to: 100 Totius Street, Groenkloof, Pretoria, South Africa. To be marked for the attention of Ms. Martha Zhou and clearly marked RFTOP 674-07-012

Q.7. Please confirm that the USAID/South Africa electronic delivery time of September 21, 2007 COB South African time (1600 hrs) is the time an electronic email message has been received by the USAID computer network and that an automated electronic receipt of delivery will suffice for evidence of an on-time delivery.

A. It is true that the USAID/South Africa electronic delivery time of September 21, 2007 COB South African time (1600 hrs) is the time an electronic email message has been received by the USAID computer network and that an automated electronic receipt of delivery will suffice for evidence of an on-time delivery.

Q.8. Please confirm that the USAID/South Africa mission's computer network is able to receive email messages with no size limits.

A. The USAID/South Africa mission's computer network does in fact have size limits for email messages for up to 5 mega bites.

Q.9. The USAID/South Africa response period of 15 USA business days is considered too short for a program as complex and substantial as the estimated cost of \$25,904,500. This responsive time is not conducive to full development of the necessary preparation work expected in this

competition. We request an extension of the electronic submission date of 10 business days, or September 28, 2007. Is this request accepted?

A. See Modification No. 1 for extended submission date. Due to the urgent nature of the project, we regret that we cannot grant any further extensions. The new electronic submission date is September 21, 2007, and the hard copies of the proposal can be postmarked up until September 24, 2007, to account for printing time after submission of the electronic proposal.

Q.10. The release date of 25 August and the stated award date of 1 October 2007 offers advantages for those contractor(s) already conducting the stated prior work. To provide a realistic timeline for project start up, and in order to responsibly compete under this opportunity, we request an award date of 1 December 2007 to allow for appropriate anticipatory and preparatory actions. Is this request accepted?

A. The revised estimated award date is November 1, 2007. The current M&E contract in South Africa, Swaziland, and Lesotho expires at the end of September 2007, and therefore rapid start-up for this project is necessary.

Q.11. The budget for Swaziland and Lesotho seems extremely low for the FTEs required. Can you confirm that the number listed is the correct amount? / The budget for Swaziland and Lesotho seems low for the FTEs required. Is this correct?

A. The budgets and FTEs in the RFTOP for Swaziland and Lesotho are correct; the budget and activities come from the current Swaziland and Lesotho COPs. Proposals should take into account the comparatively small budgets for these two countries.

Q.12. Does USAID/SA have a conflict of interest template? Does this mean that partners who are implementing PEPFAR SA work are excluded from this activity?

A. Yes, please see copy attached.

Partners implementing PEPFAR SA work are NOT excluded from this activity; there is no role in the SOW for the successful applicant to, in any way, evaluate or audit the work of other PEPFAR SA implementing partners. PEPFAR SA implementing partners ARE eligible to submit proposals for this RFTOP.

Q.13. When the USAID-funded Khulisa DQA project funding ends in year two of this task order TASC3 [sic], will the DQA activities under TASC3 take over from the Khulisa project?

A. No, the task order SOW will not include the DQA activities under Khulisa once the Khulisa DQA project funding ends. The Khulisa DQA project is a separate activity than the DQA activities proposed in the RFTOP.

Q.14. The tender requires US paper-size, but is being submitted in South Africa. Can the RFTOP be amended to allow A4 paper?

A. A4 paper will be allowed for the proposal hard copies.

Q.15. Please confirm that the Copyright Page, Letter of Transmittal, Table of Contents, Acronym List, etc., are not included in the page limit.

A. It is confirmed that the Copyright Page, Letter of Transmittal, Table of Contents, Acronym List, etc., are not included in the page limit.

Q.16. Is there a Technical Advisory Group or steering committee already established in South Africa that unites the various stakeholders (USG PEPFAR team, National Department of Health, National Department of Social Development, and USG-supported implementing partners) who will benefit from this work?

A. There is no regularly scheduled stakeholder meeting as referenced above, although the involvement of stakeholders is an extremely valuable component of the PEPFAR work. This particular task order is, however, a PEPFAR-focused project and direct involvement of the successful applicant with outside stakeholders will be limited.

Q.17. One page 9 there is mention of a PEPFAR SA country program “control room.” Is this a physical structure established within USAID offices or is this more of a virtual resource? If it is a physical structure would the contractor be expected to equip and staff it?

A. The “control room” mentioned on page 9 is a virtual resource, and not a physical structure requiring equipment and staffing.

End of Modification

ORGANIZATIONAL CONFLICTS OF INTEREST REPRESENTATION

1. (a) The contractor represents, to the best of its knowledge and belief, that the award to it of a delivery order or the modification of an existing delivery order does [] or does not [X] involve an organizational conflict of interest:
 - (b) The term "organizational conflict of interest" means that a relationship exists whereby an offeror or a contractor (including its chief executives, directors, proposed consultants or subcontractors) has interest which (A) may diminish its capacity to give impartial, technically sound, objective assistance and advice or may otherwise result in a biased work product, or, (B) may result in an unfair competitive advantage: It does not include the normal flow of benefits from the performance of a contract.
 - (c) The term "Contractor" means any person, firm, unincorporated association, joint venture, partnership, corporation, or affiliate thereof, which is a party to a contract with the United States of America. As used in this definition, the term "affiliate" has the same meaning as provided in FAR 19.101.
2. If the contractor indicates that there are organizational conflicts of interest in the "Organizational Conflicts of Interest Representation", the contractor shall provide a statement which describes in a concise manner all relevant facts concerning any present or current planned interest (Financial, contractual, organizational, or otherwise) relating to the work to be performed in the proposed delivery order and bearing on whether the contractor has a possible organizational conflict of interest with respect to being able to render impartial, technically sound, and objective assistance or advice, or being given an unfair competitive advantage. The contractor may also provide relevant facts that show how its organizational structure and/or management systems limit its knowledge of possible organizational conflicts of interest relating to other divisions or sections of the organization and how that structure or system would eliminate or neutralize such organizational conflict.

By: _____

Name:

Title:

Date: